

Directory of

Labor

Market

Information

**A Resource Guide for users of
Labor Market Information**



This edition of the ***Directory of Labor Market Information*** (LMI) includes detailed descriptions of programs and activities, as well as available products and services. While the Directory continues to include sources of information available from state, federal, public and private organizations, it also provides instruction as to how certain data are derived, and what they can be used for. It is our hope to touch upon publications which will be of use to employment and training providers, economists and other users of labor market information. It is also our intent to identify resources which may not be familiar to our users.

This publication contains five sections. The first section explains in detail the Bureau of Labor Statistics Fed-State programs that provide the basis for most of the products prepared by LMI. Other reports and statistics produced by the LMI unit are also explained here. In this section, we have also included an extensive list of LMI publications, available in both hard copy and on-line, with a descriptive summary of each.

The second section of the Directory promotes the research and publications of other local, state, federal, public and private organizations. These data sources can benefit anyone interested in local economic policy and information, as well as target data on specific topics.

In the next two sections of the book, we have expanded our web site listings, which contain a variety of different departments and agencies with pertinent LMI resources, as well as LMI shops throughout the United States. Those with Internet capability can access these web locations to obtain more information on the economy. Several sites offer the option of downloading information so the user can retrieve hard copies of reports and publications. Some offer the user the option of ordering products directly from their web sites.

The last section, *Knowing the Terminology*, is a general glossary of commonly used LMI acronyms, words and phrases. It includes brief explanations of some terms referenced in this edition of the Directory.

This publication is one of several we offer at no cost. Every effort has been made to make this resource guide useful to those who have a need for labor market information. However, if you have any suggestions for improvement, we do value your comments. You can reach the Labor Market Information Unit by phone (401) 462-8740, fax (401) 462-8766 or e-mail lmi@dlt.state.ri.us.



Contents



Introduction	1
Labor Market Information (LMI) Programs & Products	
LMI Uses and Users	5
Programs	6
Rhode Island's City/Town Population 2000	8
Median Family Income by City/Town	9
LMI Products and Services	10
The LMI Web Site, Interactive LMI Modules and the Employer Database	17
Other Sources of Labor Market Information	19
LMI Across the USA	24
Must Visit Web Sites	26
Knowing the Terminology	27
Making LMI Work	Back Cover

Labor Market Information Users and Uses

Labor Market Information (LMI) describes the labor area in terms of its jobs, workers, wages, industrial structure, major employers and economic conditions. LMI is gathered from employer surveys, household surveys and various administrative databases that are maintained within the LMI Unit. Rhode Island's Labor Market Information Unit is the central state resource for the collection, analysis and dissemination of information pertaining to the Rhode Island labor market.

Who uses Labor Market Information?

- ➔ **Government Agencies**
- ➔ **Job Seekers**
- ➔ **Students**
- ➔ **Employers**
- ➔ **Educators**
- ➔ **Economic Developers**

People use labor market information to make economic and socioeconomic decisions. LMI affects not only how job seekers look for employment, but also how employers look to fill positions. Job seekers use labor market information to increase their knowledge of the job market, determine what occupations are growing, and to identify current job openings. Businesses use the data to assist them in making location and expansion choices, for establishing pay scales, and for aiding in recruitment efforts.

Government officials and schools depend on labor market information to plan academic and training programs and to formulate policy. Economic developers and grant writers use LMI data to justify funding requests and develop programming. The media uses LMI to keep the public informed.

A greater emphasis is being placed on the role of LMI as our labor market undergoes dramatic changes. The transition from a manufacturing-based to a service-based economy and the ongoing changes in the field of technology have resulted in a growing mismatch of jobs and skills. Rhode Island's labor force is becoming more diverse with the aging of the baby boom population, a decline in the number of younger workers, and the large influx of foreign immigrants. Labor Market Information enables users to make informed economic decisions.

Job Seekers can find...

- What jobs are in demand
- Wage Rates for each occupation
- Skills required to do jobs
- Where training can be obtained
- Occupation and Industry projections

Employers can find...

- What wages & benefits to offer their staff
- Availability of workers
- Services available to them
- Economic conditions by geographic locations
- Where they can find training for their employees

LMI

Researchers/Economists can find...

- Trends in Local Labor Markets
- Supply and Demand of Workers
- Comparisons of wages in Industry & Occupation
- Economic Indicators
- Projections for future economy

YOU can find....

- Hot Jobs that pay well
- Your rights as an Employee or an Employer
- Training opportunities
- Information needed to relocate
- Your next career/business move

Where does the information come from? The Federal/State Cooperative Statistical Programs, which are conducted by the Department's LMI Unit in cooperation with the Bureau of Labor Statistics (BLS), provide the foundation upon which much of the economic data is based. BLS is responsible for the funding and administration of the programs and provides technical and procedural guidance to the states. State agencies are responsible for the preparation, analysis and publication of data collected through the programs. The BLS/State partnership insures data consistency and comparability between states. RI's LMI unit operates the following Federal/State Cooperative Statistical Programs:

Current Employment Statistics (CES) Program, also known as the "790 Program," is a monthly survey of business establishments. Nationwide, this survey is comprised of 400,000 employers. Approximately 2,100 Rhode Island businesses voluntarily participate in the CES survey, providing the LMI Unit with a monthly count of employees, hours worked and wages paid. CES provides current estimates of nonfarm establishment employment as well as hours and earnings for production workers employed in the Manufacturing sector. Data from the CES program provide the most timely estimate of the number of workers employed in the state and can be used to track employment trends in surveyed industries.

The **Covered Employment and Wage Program**, also known as the "ES-202," provides monthly employment and quarterly wages by industry, location and size of employer. The ES-202 Program derives its data from the quarterly tax reports submitted by employers subject to Rhode Island's Unemployment Insurance (UI) law. This information is supplemented with data collected from government agencies and businesses with multiple locations. Taxable wages and UI contributions are available on request. The US Department of Commerce, Bureau of Economic Analysis, uses data from the ES-202 Program to estimate components of national personal income and Gross Domestic Product (GDP). The data can also be used to ascertain city/town employment by major industry, determine the number of employers and employees by size class and target those industries that are expanding or declining.

The **Local Area Unemployment Statistics (LAUS) Program** provides monthly employment and unemployment estimates for the State, counties, labor market areas and cities and towns. Unlike most of the programs in LMI, the LAUS estimates are derived from a household survey – the Current Population Survey (CPS), a sample survey of approximately 60,000 households nationwide. In RI, there are about 1,200 sample households. The underlying concepts of the employed and unemployed are consistent with those of the CPS and are therefore, comparable state to state. The statistics derived from the LAUS Program are used for planning and budgetary purposes, determining employment and training needs, as well as allocating federal funds, under various programs.

Occupational Employment Statistics (OES) Program provides industrial staffing patterns, occupational employment estimates and occupational wage rates. The OES Program is a national survey of roughly 400,000 employers. Approximately 2,500 RI employers are surveyed each year with a request to provide the number of workers by wage range for each occupation in their employ. Once the data are tabulated, they become the basis for Rhode Island's Occupational Wage Report and Rhode Island industry and occupational projections.



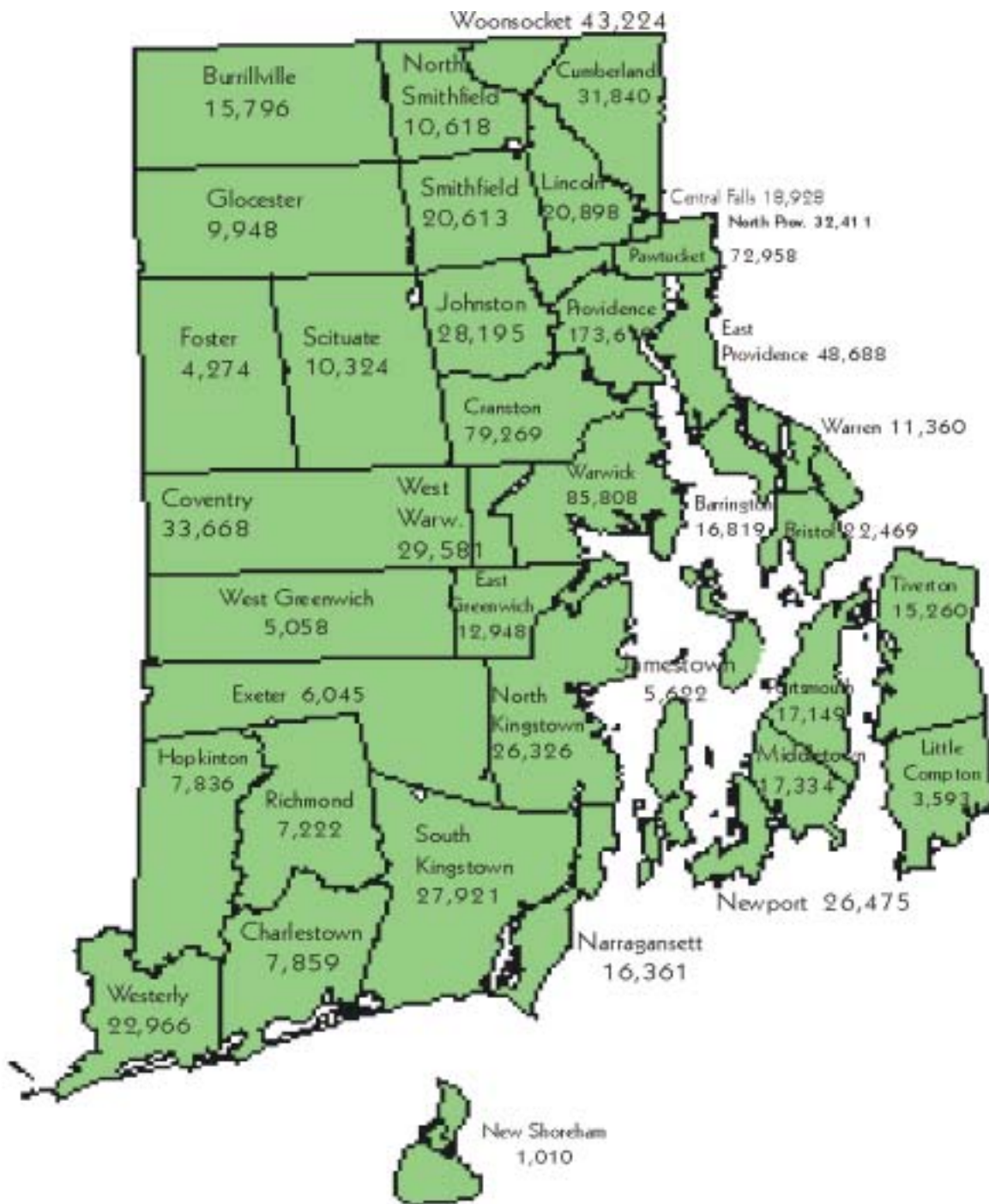
The **Occupational Safety and Health (OSH) Program** provides information on nonfatal work related injuries and illnesses. Rhode Island's LMI Unit selects approximately 2,000 employers to participate in the OSH survey. Selected employers are required by law to maintain a log of nonfatal work related injuries and illnesses for a full year. The program provides demographic data on individuals sustaining work-related injuries or illnesses. Individual characteristics include age, sex, occupation, industry attachment, type of injury or illness, and time away from work. Data from the OSH Program assist state and federal departments in determining occupational hazards.



In addition to the Federal/State Cooperative Programs, Labor Market Information is also responsible for extracting data from DLT's administrative records to assemble reports on the diverse activities of the Department. These reports include the number of people collecting Unemployment Insurance (UI) and Temporary Disability Insurance (TDI) in addition to other program requirements of the US Department of Labor's Employment and Training Administration.

The **Career Resource Network (CRN)** is funded under a grant to the RI Human Resource Investment Council (HRIC) from the US Department of Education. Housed in LMI, the goal of the CRN is to support career guidance and academic counseling programs using various resources. CRN offers a number of printed and electronic publications, as well as training and technical support to career counselors, teachers, parents, students, program administrators and anyone involved in career planning. Two publications prepared by the CRN include the *Rhode Island Career Anchor*, a magazine style career guide and the quarterly newsletter, the *Career News Corner*. CRN also supports the career information delivery system, *Choices*, a series of powerful tools that provide information on more than 650 occupations and 7,000 post-secondary schools, financial aid, resume writing, portfolio management and more.

Rhode Island's City/Town Population 2000

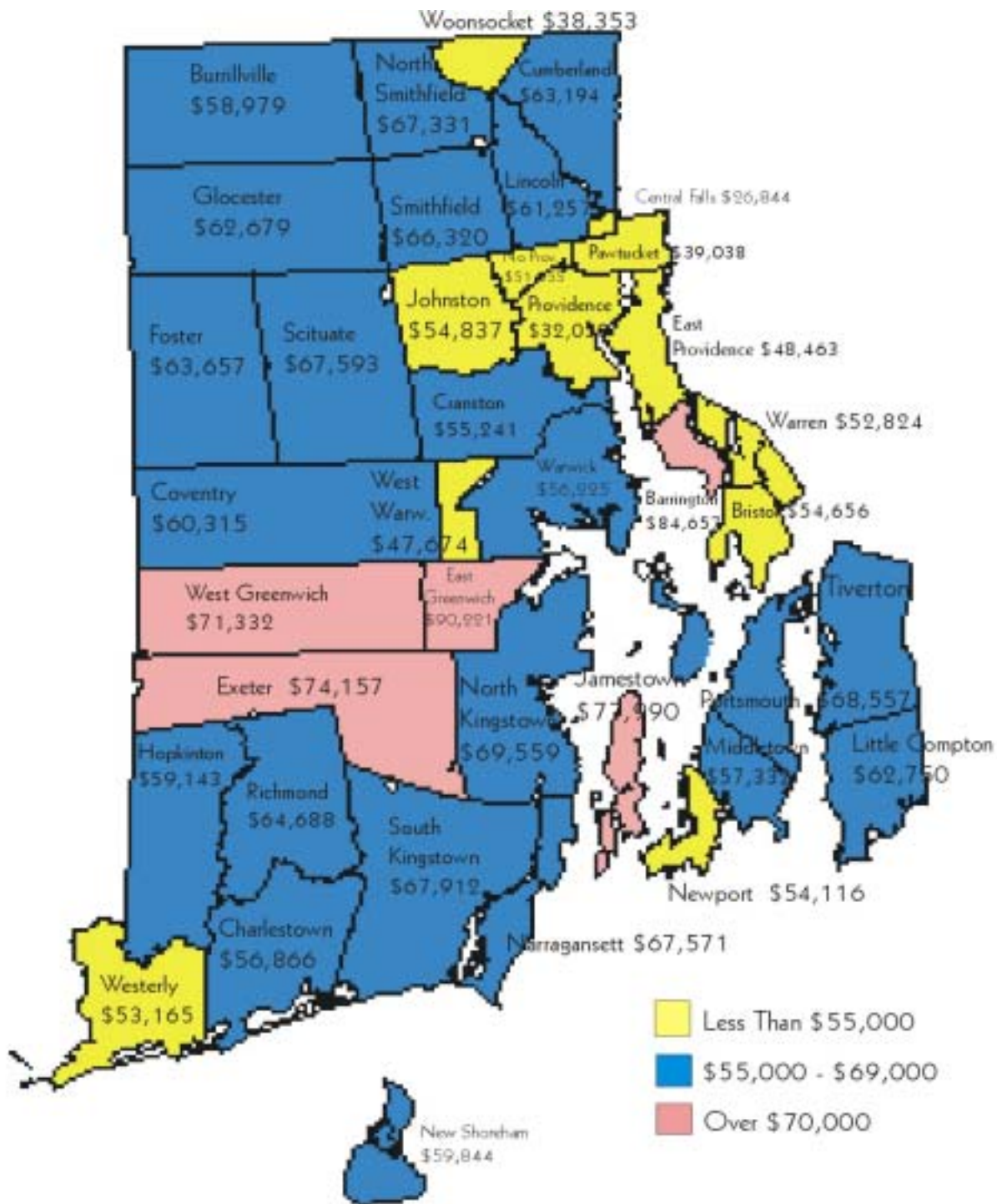


According to the latest Census, the population for Rhode Island increased by 4.5% from the 1990 to 2000. In 2000, there were 1,048,319 individuals residing in Rhode Island, in comparison to 6,349,097 in Massachusetts and 3,405,565 in Connecticut. Rhode Island ranks 43rd in population nationally, but 2nd by density, with only New Jersey being more congested.

The Bureau of the Census revises data annually, with new estimates being published on its web site at www.census.gov. Rhode Island Labor Market Information publishes a brochure on the Census data, *Rhode Island Population Trends* (see page 15). For more demographic data, you can visit RI Census page on the LMI web site at www.dlt.state.ri.us/lmi/census.htm.

Source: US Bureau of the Census

Median Family Income by Rhode Island City/Town



In compiling statistics on family income, the incomes of all members 15 years old and over in each family are summed and treated as a single amount. Family households include a householder and one or more persons living in the same household who are related to the householder by birth, marriage or adoption. All persons in the household who are related to the householder are regarded as members of his or her family. Not all households contain families since a household may comprise a group of unrelated individuals or one person living alone.

Source: US Bureau of the Census

Rhode Island Labor Market Information Products and Services

The following products and services come directly from the Rhode Island Labor Market Information unit. Each is described briefly.



Affirmative Action Data for Rhode Island

Frequency - Every 10 years

Format - Hard Copy, Internet

Content - Population information, labor force status, and occupational distribution of the work force by gender and race, based on Census data.



Career Resource Network News Corner

Frequency - Quarterly

Format - Hard Copy, Internet

Content - Quarterly newsletter highlighting various occupations, must-visit web sites and current events for career counselors or others who assist with career planning.



Career Clusters and Pathways

Frequency - Single Publication

Format - Poster, Internet, Available in Spanish

Content - Poster illustrating Rhode Island's sixteen career clusters and pathways.



Covered Employment and Wage Data by Industry

Frequency - Quarterly and Annually

Format - Hard Copy, Internet

Content - Employment and wage data by area, industry and employer size class.



Department of Labor & Training Annual Report

Frequency - Annual

Format - Hard Copy, Internet

Content - Summarizes the services provided and the achievements made by the Department of Labor and Training.



Employing the disABLED

Frequency - Single publication

Format - Hard Copy

Content - Brochure that includes demographics, success stories, resources and incentives for employers who hire people with disabilities.



General Instructions and Case Studies for Using the LMI for Job Seekers and Students Web Application

Frequency - Single publication

Format - Hard Copy

Content - Booklet that provides in-depth instruction for operating the LMI Internet application. Includes screen by screen explanations and actual case studies of clients who have used the system for career change and advancement.



General Instructions for Using the Employer Database

Frequency - Single publication

Format - Hard Copy

Content - Booklet serves as a guide for using the Employer Database System, which provides actual employer contacts throughout the country. The Employer Database System can be accessed at any netWORKri Career Center in Rhode Island and many One-Stop offices across the country.



Labor Force Concepts (Brochure)

Frequency - Single publication

Format - Hard Copy

Content - Detailed explanation of Labor Force terminology including Employment, Unemployment, Out of the Labor Force and others used when describing the work force.



Labor Market Information for Business and Research (Brochure)

Frequency - Single publication

Format - Hard Copy

Content - General overview of the LMI Interactive Internet module geared toward Business and Research; includes an example of how to navigate the system and what types of data can be extracted from it.



Labor Market Information for Business and Research Interactive Module

Frequency - Updated frequently as data are released

Format - Internet Interactive Module

Content - Interactive Internet system which allows users to set criteria to obtain specific labor market information including economic indicators, area profiles, wages and more. Located on the Internet at www.dlt.state.ri.us/analyzer. For more detailed information on this system, see page 18.

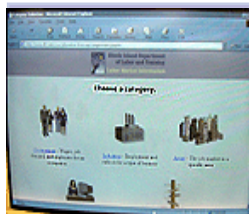


Labor Market Information for Job Seekers and Students (Brochure)

Frequency - Single publication

Format - Hard Copy

Content - General overview of the LMI interactive Internet module geared toward Job Seekers and Students. Brochure includes examples of how to navigate the system, and what types of information can be extracted from it.



Labor Market Information for Job Seekers and Students Interactive Module

Frequency - Updated frequently as data are released

Format - Internet Interactive Module

Content - Interactive Internet system which allows users to set criteria to obtain specific labor market information including occupation profiles, wages, education providers and more. Located on the Internet at www.dlt.state.ri.us/jobseeker. For more detailed information on this system, see page 17.

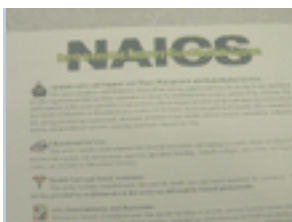


Labor Market Information Web Site

Frequency - Updated frequently as data are released

Format - Internet

Content - The main web site in Rhode Island for accessing Labor Market Information. All Labor Market Information is posted to this site including publications, news releases, general economic statistics, and links to other sources of Labor Market Information. The web site is located at www.dlt.state.ri.us/lmi. For more detailed information on the LMI Web Site, see page 17.



North American Industry Classification System NAICS (Brochure)

Frequency - Single publication

Format - Hard Copy

Content - Introduces new North American Industry Classification System (NAICS), including the major industry clusters, explains how NAICS Codes are assigned and provides a general comparison of the previous Standard Industry Classification coding system with the new NAICS system.



Occupational Wage Report (Brochure)

Frequency - Annual

Format - Hard Copy, Internet

Content - Contains wages for over 250 occupations statewide, along with a brief synopsis of the Occupational Employment Statistics program.



On the Web (Brochure)

Frequency - Single publication

Format - Hard Copy

Content - Overview of the LMI web site; includes users and uses, how to navigate and content.



Opportunities in Industries (Series of Brochures)

Frequency - Annual

Format - Hard Copy

Content - Series of brochures focusing on industrial and occupational projections for a particular industrial cluster, Health Services; Retail Trade; Finance, Insurance & Accounting; Construction; & Education. Includes industry projections, the fastest growing jobs, and wage data.



Rhode Island Career Anchor

Frequency - Annual

Format - Hard Copy, Internet

Content - Magazine style publication designed to help readers engage in career planning activities. It contains information about career planning, education and training opportunities, promising occupations, trends in the world of work and sources of career planning assistance.



Rhode Island Career Information Delivery Systems (CIDS)

Frequency - Updated Frequently

Format - Various

Content - RI CIDS is a series of computer based systems that allow users to identify career interests, and to obtain information about occupations, schools, employers, financial aid, internships and other learning opportunities. **Choices**

CT is a computer program designed to guide students in career decision making; **CX On-line** is an Internet version providing databases of information on occupations and education providers; **Career Futures** is for middle school students and **Paws in Jobland** is designed for elementary students. Rhode Island's Career Resource Network provides support for training on these systems, and offers support and assistance in acquiring this software.



Rhode Island Employer Handbook/Digest of Labor Laws

Frequency - Every Two Years, Web Site Updated as changes occur

Format - Hard Copy, Internet

Content - Guidebook that explains the rights and responsibilities of employers whose workers are protected by the RI Employment Security, Temporary

Disability Insurance and Workers' Compensation Acts. Also contains brief descriptions of the various divisions in the Department, duties under the law and legal citations.



Rhode Island Employment Bulletin

Frequency - Monthly

Format - Hard Copy, Internet

Content - Department's monthly newsletter: includes employment by industry; a monthly summary of hours worked and wages in the

Manufacturing sector; Rhode Island and United States labor force statistics; unemployment rates for RI cities and towns, consumer price index; and various other articles of interest.



Rhode Island Licensed Occupations

Frequency - Updated Every Two Years

Format - Internet

Content - Summary of requirements for occupations requiring a license from the State of Rhode Island.



Rhode Island Local Area Unemployment Statistics/Establishment Employment

Frequency - Monthly

Format - Hard Copy, Internet

Content - Monthly labor force, employment, unemployment, and the unemployment rate for the state, cities, towns, counties and areas for current month and the prior 12 months. Also includes employment by industry for the State of Rhode Island.



Rhode Island Occupational Wage Report

Frequency - Annual

Format - Hard Copy, Internet

Content - Booklet style wage publication that includes wage rates, training requirements and occupational definitions generated from the Occupational Employment Statistics program.

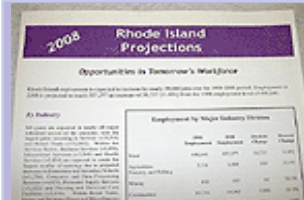


Rhode Island Population Trends (Brochure)

Frequency - Annual

Format - Hard Copy

Content - Illustrates the latest Census demographics including population, sex and race for Rhode Island and compares it to prior Census; also offers population comparison for other New England states and basic facts about the RI population.



Rhode Island Projections (Brochure)

Frequency - Every two years

Format - Internet, Hard Copy

Content - Presents opportunities in tomorrow's work force by industry and occupation, including the fastest growing jobs in Rhode Island, employment by major occupational category and the top 50 high demand jobs.



Rhode Island's Career Resource Network (Brochure)

Frequency - Single publication

Format - Hard Copy

Content - Highlights products and services provided by RI's Career Resource Network, including available software, and technical assistance.



Rhode Island's Expanding/Declining Industries (Brochure)

Frequency - Every two years

Format - Hard Copy, Internet

Content - Provides a general explanation of expanding and declining industries; includes listing of industries experiencing growth or decline.



Secretary's Commission on Necessary (SCAN) Skills

Frequency - Single Publication

Format - Poster, Internet

Content - Poster illustrating Foundation Skills and Workplace Competencies that make up the RI Secretary's Commission on Achieving Necessary (SCAN) Skills.



Standard Occupational Classification - SOC (Brochure)

Frequency - Single publication

Format - Hard Copy

Content - Offers an explanation of the SOC coding structure, which classifies all occupations into 23 major groups. Replaces the OES coding system and all other occupational codes previously used by federal statistical agencies.



Statistical and Fiscal Digest

Frequency - Annual

Format - Hard Copy, Internet

Content - This publication provides financial summaries and statistics relating to Unemployment Insurance, Temporary Disability Insurance, Workers' Compensation and Employment & Training programs. General Labor Market Information is also included.



Ten Years Later...An Analysis of Rhode Island Employment

Frequency - One Time Publication

Format - Hard Copy, Internet

Content - This publication highlights the major changes in Rhode Island's private sector employment between 1992 and 2001. Employment trends in Rhode Island are compared to regional and national trends.



The Real Game

Frequency -Not Applicable

Format - Not Applicable

Content - A series of games simulating real life situations for elementary school through adult to help develop an understanding of career and educational planning and their relationship to the economy.



Think You Don't Need an Education?

Frequency - Annual

Format - Poster, Brochure, Internet, Available in Spanish

Content - Compares wages and unemployment rates by educational attainment.



Trends in the Rhode Island Labor Market

Frequency - Annual

Format - Internet

Content - Publication that highlights various aspects of RI's Labor Market including industry trends, unemployment statistics, population shifts, labor force developments and additional demographic data.



Weekly Update of Claims Activity

Frequency - Weekly

Format - Hard Copy

Content - A report of Unemployment Insurance claims activity for a specific week.

The Rhode Island LMI Web Site, Interactive LMI Modules and the Employer Database

The **Labor Market Information Web Site** is located at www.dlt.state.ri.us/lmi. It contains the most up-to-date labor force statistics, occupational wage data and projections, expanding/declining industry data, employment by industry, LMI for Job Seekers and LMI for Business. All information is downloadable and easily accessible. The LMI web site also contains links to all state LMI sites so users can compare information for areas across the country. It is updated as soon as new data are released and is continually changing. *LMI on the Web* offers users fast, reliable data on the Rhode Island economy, economic indicators such as the Unemployment Rate and the Consumer Price Index, links to the LMI interactive modules and quick facts directly from the home page. It is our goal to continually improve this site, making it the premiere web site for Labor Market Information in the State of Rhode Island.

Along with Labor Market Information's extensive web site, we offer two exclusive interactive Internet modules designed specifically for users to tailor their LMI needs, *LMI for Job Seekers and Students*, and *LMI for Business and Research*. While both applications contain many of the same elements and run on the same platform, users can select criteria based on their need for specific data. Each module is user-friendly and offers the most up-to-date statistics available. Information in these modules, like the main LMI site, is updated as it is released.

Labor Market Information for Job Seekers and Students is located at www.dlt.state.ri.us/jobseeker. It can also be accessed from the LMI web site at www.dlt.state.ri.us/lmi, then select the "LMI for Jobseeker's" button. There are five main entryways into the module: Occupation, Industry, Areas, Employers, and Links. Each field offers more detailed information using a drill-down data system. Users can obtain listings and contacts of employers by industry and size class, for the state and substate areas (city, town, county). They can also profile occupations, access job requirements and available training providers, licensing, and detailed job descriptions. The *LMI for Job Seekers and Students* module is updated as new information becomes available and generally contains the most current information on file. *General Instructions for using the LMI for Job Seekers and Students* is a publication available through the LMI unit. It is a guide for using the module without the assistance of a career counselor, and also contains case studies of clients who have used the system to find jobs, change career paths and receive training needed to advance.

Labor Market Information for Business and Research is located at www.dlt.state.ri.us/analyzer. It can also be accessed from the LMI web site at www.dlt.state.ri.us/lmi, then select the LMI for Business and Research button. Here, a user has the option of obtaining statistics on Education, Employers, Population/Census, Income & Wage, Industry, Labor Force, Occupations, Area Profile, and Economic Indicators. Each option leads the user to another criteria screen where he/she can select time frames, specific areas, and more, so that the output is completely tailored to the needs of the user. From this module an employer can find out the supply and demand of the workers in each occupation, how much to pay employers for performing certain jobs, rules and regulations governing employers, and even staffing patterns. Researchers can track the local economy by following the unemployment rates and economic indicators in any given area in Rhode Island.

The Employer Database can be accessed from any netWORKri Career Center in Rhode Island. This Internet application provides job seekers with a direct link to employers across the country. It includes employer information from virtually every state in the union, including the Virgin Islands and Puerto Rico and is updated regularly. The Employer Database contains individual employer contacts, maps, web site addresses and phone numbers. It is a wonderful resource for Employment Service providers, and can be used to assist clients in relocating as well as finding new employment. The Employer Database is divided into five specific drills (Company, Yellow Page Heading, Geography Selects, Business Size and Special Selects) where the user can select criteria he/she desires. The user then can Search and View a list of companies that meet the selected criteria. There is also a Help button on every page to assist the user if needed. The LMI unit provides an in-depth training brochure to assist anyone who uses this database.



The E-Mail is Coming!
The E-Mail is Coming!

LMI Stat Track is an electronic newsletter informing customers via e-mail that new data and/or publications are available from the LMI web site. Generally released once a month, Stat Track provides hyperlinks directly to the new on-line information, including monthly employment and unemployment releases, new publications, occupational data, and upcoming LMI services, so clients can access it quickly and easily with the click of a mouse. Stat Track provides our clients with the most up-to-date Labor Market Information available, while also reducing costs of printing and mailing hard copy materials.

If you would like to begin receiving LMI Stat Track, please send your request, including your name and any e-mail addresses to be added, to Nick Ucci at nucci@dlt.state.ri.us, or call LMI at (401) 462-8740.

Other Sources of Labor Market Information

A. Alfred Taubman Center for Public Policy and American Institutions

Brown University
67 George Street, Box 1977, Providence, RI 02912
phone (401) 863-2452
www.brown.edu/Departments/Taubman_Center

Public Opinion Report Results - various public opinion poll results on topics such as the economy, government and consumer spending from surveys conducted at various times during the year. Each is dated and available on-line.



Bureau of Labor Statistics (BLS)

US Department of Labor
2 Massachusetts Avenue NE, Washington, DC 20212
phone (202) 606-5886, fax (202) 606-6325
<http://stats.bls.gov>

BLS Ready Facts - a fax-on-demand service offering BLS reports on employment and unemployment, national press releases, and various other economic information at no charge. You must have a touch-tone phone and a fax machine to use this service. You can obtain a catalog listing all publications, their codes, and number of pages by calling the BLS Ready Facts line.



Charles T. Schmidt, Jr. Labor Research Center

University of Rhode Island, Kingston Campus,
36 Upper College Road, Kingston, RI 02881-0802
phone (401) 874-2239
www.uri.edu/research/lrc

The Schmidt Labor Research Center is a tripartite, independent, multidisciplinary unit devoted to the study and teaching of all aspects of work and employment, including the practice of labor relations and human resources. A newsletter is available from their web site.

Division of Planning

RI Department of Administration
1 Capitol Hill, Providence, RI 02908
phone (401) 222-7901, fax (401) 222-2083
www.planning.state.ri.us

State Data Center Core Committee - official source for demographic, economic and social statistics produced by the Census Bureau.

Quarterly Progress Report - quarterly newsletter which reviews planning activities, including economics, transportation, various committee actions, Census, Land Use, and Human Services/Housing. Also contains information on surveys, reports, and other public data.



Division of Program and Planning

Rhode Island Office of Higher Education
301 Promenade Street, Providence, RI 02908-5089
phone (401) 222-2685
www.ribghe.org/riohe.htm

Higher Education Fall Enrollment - statistical brief that provides overview (including headcount) of Rhode Island's institutions of higher learning.

RI Higher Education Certificates and Degrees Conferred - statistical brief summarizing certificates and degrees handed out by RI higher education institutions.

Contact List for Institutions of Higher Education in Rhode Island - provides contacts for Rhode Island higher education institutions along with a brief description of each school.

RI Dept. of Elementary and Secondary Education

255 Westminster Street, Providence, RI 02903
phone (401) 222-2691
www.ridoe.net

Rhode Island Comprehensive Education

Strategy - the state's blueprint for comprehensive system-wide restructuring of the state's public schools.

InSite - the Finance Analysis Model for Education: software designed as an easy-to-understand information and finance reporting system for school district expenditures. Provides reports on school expenditures.

InformationWorks 2002 - web site which offers portraits and profiles on Rhode Island public schools. The web address for "Infoworks" is:
www.infoworks.ride.uri.edu/2002/default.asp



Federal Reserve Bank of Boston Research Library

600 Atlantic Avenue, Boston, Massachusetts 02106
phone (617) 973-3000
www.bos.frb.org/genpubs

New England Economic Indicators - monthly publication presents selected current and historic statistics on the New England economy.

New England Economic Review - produced 4-6 times per year; examines economic and public policy issues, as researched by the Bank's economists.

The Ledger - economic education newsletter for educators and the general public, includes multitude of data on economy and noteworthy information and web sites.



Fleet Financial Group

50 Kennedy Plaza, Providence, RI 02903
www.fleet.com

The Fleet Economist - weekly/monthly publication provides national economic and financial indicators. Also available is an International Viewpoints publication focusing on economic trends around the world.



Institute for Labor Studies and Research

99 Bald Hill Rd., Cranston, RI 02920
phone (401) 463-9900, fax (401) 463-8190
www.rilaborinstitute.org

Rhode Island Guide to Employment Law - explanation of Rhode Island employment laws.

Rhode Island Working Lives - video about Rhode Island's labor history.

Wonder of the World (Brown & Sharpe Co.) - video history of the Brown and Sharpe company and their famous strike.

Working In Rhode Island: Past and Present - a curriculum resource guide for teachers and the general public.

Your Rights On the Job! - brochures in English, Spanish and Portuguese provide overview of a Rhode Islander's workplace rights.



JIST Works, Inc.

720 North Park Avenue, Indianapolis, IN 46202-3431
phone (800) 648-5478
www.jist.com/info.htm

JISTWorks - extensive collection of labor market information for researchers and job seekers, available on-line or in hard copy format. Very easy to order from the JISTWorks catalog, which includes:

- America's Top Jobs, plus CD-ROM
- Career Guide to America's Top Industries
- The Enhanced Guide for Occupational Exploration (GOE)
- North American Industry Classification System
- Occupational Outlook Handbook, 2002-3 Ed.
- O*NET Dictionary of Occupational Titles
- Standard Occupational Classification Manual



Rhode Island Kids Count

One Union Station, Providence, RI 02903
phone (401) 351-9400, fax (401) 351-1758
www.rikidscount.org/rikc

Kids Count - collection of data from several different sources (including the Census) on the well-being of Rhode Island's children.



Providence Business News

300 Richmond St., Providence, RI 02903
phone (401) 273-2201
www.pbn.com

Providence Business News - weekly Rhode Island newspaper includes business notes, company briefs, survey information, executive polls, high tech news, and a variety of information on RI businesses.



The Providence Public Library

Attn: Reference
Department 225, Washington Street,
Providence, RI 02903
phone (401) 455-8005, fax (401) 455-8080
www.provlib.org

The Providence Public Library is a Federal Depository and houses many Federal and State Publications. It is also a Patent Library, with patents available on CD-ROM and Microfilm. The Library offers a number of on-line electronic resources.



RI AFL-CIO Dislocated Workers' Program

214 Broadway, Providence, RI 02903
phone (401) 521-2680

Service Directory for Unemployed Workers - this publication contains information relating to services for unemployed individuals.



RI Economic Development Corporation

One West Exchange Street, Providence, RI 02903
phone (401) 222-2601
www.riedc.com

Business Tax Incentives - a brief summary of tax, training, finance, and other business incentives.

High Tech Firms in RI - a directory of technology-oriented firms in Rhode Island.

Major Employers in RI - directory of firms with 100 or more employees.

Minority-Owned Businesses - list of RI certified minority and women-owned businesses.

Moving to RI - information for prospective new residents.

RI Export/Import Directory - directory of selected firms which export products from Rhode Island.

Starting a Business in RI - resource guide for starting a business in Rhode Island.

The Rhode Island Economy - description of the State's economy based on an annual trend time series.

Top 100 Employers in RI - a list of Rhode Island's top 100 employers in descending order.



RI Public Expenditure Council (RIPEC)

300 Richmond Street, Suite 200, Providence, RI 02902
phone (401) 521-6320, fax (401) 751-1915
www.ripec.com

Annual RIPEC Budget Analysis - overview of state annual RIPEC budget.

Federal Tax and Spending Analysis - compares per capita federal tax burdens and expenditures among the 50 states and shows where, how much and what types of federal aid Rhode Island receives.

How RI Schools Compare - comparison of Rhode Island school expenditures and revenues with those of other states.

Tax and Spending Data Book - report includes tables of how local taxes compare with those of the other 49 states.

RI Small Business Development Center

Bryant College
1150 Douglas Pike, Smithfield, RI 02917
phone (401) 232-6111, fax (401) 232-6933
www.risbdc.org

The RI Small Business Development Center, housed at Bryant College, provides guidance and high quality training and consulting services to promote entrepreneurship and strengthen small businesses in Rhode Island.



Small Business Administration (SBA)

380 Westminister St., Providence, RI 02903
(401) 528-4584
www.sba.gov

The SBA offers a number of products and publications, too numerous to list. They have extensive publications on financial management, marketing and planning. Most of their products are available as downloadable files. Their web site is easy to navigate. Some of their products include:

Handbook for Small Business - information on how to start a business, legal issues, finance, management, and record keeping.

SBA Facts Sheets - the facts on business information centers, disaster assistance, doing business with the federal government, exporting, veterans' services and many more topics.

Strategic Planning for Growing Businesses - actual discussion on how businesses can expand.

The Small Business Advocate - newsletter focusing on small business issues and ideas.

Women in Business - a detailed report on ownership, formation, growth and other aspects of women in business.



Superintendent of Documents

U.S. Government Printing Office,
Washington, DC 20402
phone (202) 512-1530, toll free (888) 293-6498
fax (202) 512-1292
www.access.gpo.gov

The **Superintendent of Documents** libraries virtually all government statistics, reports, publications, laws, motions, bills, and other pertinent information. Their web site is very extensive. The list below represents a fraction of what they offer:

Bureau of Economic Analysis (BEA) Regional Projections to 2045 - presents projections of populations, personal income, employment, gross state product and more, for states, regions and the United States.

BLS Handbook of Methods - detailed explanation of how the Bureau of Labor Statistics collects and prepares the economic data it publishes.

Budget and Economic Outlook, Report to the Senate and House Committees - reports on the state of the US Economy and the Federal Budget.

Compensation and Working Conditions - quarterly publication includes employment cost index, safety and health issues, work stoppages, wage data and more.

Consumer Price Index (CPI) Detailed Report - monthly report tracks movements of the CPI; includes tables and technical notes.

Economic Indicators - annual publication includes information on prices, wages, production and business activities, credit, money and more.

Monthly Labor Review - Keeps professionals up-to-date on developments in the economy, labor-management relations, business conditions and social trends.

North American Industry Classification System (NAICS) - new coding system replaces the Standard Industry Classification System (SIC); includes definitions and industry codes for more than 18,000 businesses.

Statistical Abstract of the United States - statistics on social, political and economic organizations of the United States. Prepared by Bureau of the Census.

Survey of Current Business - monthly information on trends in industry, projections, the business situation and other pertinent data.

United Way of Rhode Island

229 Waterman St., Providence, RI 02906
phone (401) 444-0600
www.uwri.org/facts.cfm

THE FACTS - Social Needs Indicators for Rhode Island - information about Rhode Island compiled from a number of sources. Focuses on issues including crime and abuse, demographics, education, employment, poverty and income, the economy and housing.



University of Rhode Island College of Business

Administration Research Center in Business and Economics, North Kingstown, RI
phone (401) 874-4386
www.cba.uri.edu/CBA/RCBE

Economic Index - A quarterly index that tracks nine economic indicators, seven local and two national, to illustrate the current condition and direction of the Rhode Island economy.

Rhode Island Business - URI's Business school publication includes articles on the economy, people in business, corporate issues, point/counterpoint, and more.

Labor Market Information



Alabama	www2.dir.state.al.us
Alaska	http://almis.labor.state.ak.us
Arizona	www.de.state.az.us/links/economic/webpage/index.html
Arkansas	www.state.ar.us/esd/LaborMarketInfo/AESD_labormarketinfo.htm
California	www.calmis.ca.gov
Colorado	www.coworkforce.com/lmi
Connecticut	www.ctdol.state.ct.us/lmi
Delaware	www.oolmi.net
District of Columbia	does.ci.washington.dc.us/info/labor_mkt.shtm
Florida	lmi.floridajobs.org
Georgia	www.dol.state.ga.us/lmi
Hawaii	www.hiwi.org
Idaho	www.labor.state.id.us/lmi
Illinois	lmi.ides.state.il.us
Indiana	www.dwd.state.in.us
Iowa	www.iowaworkforce.org/lmi
Kansas	laborstats.hr.state.ks.us
Kentucky	www.kycwd.org/des/lmi/lmi.htm
Louisiana	www.ldol.state.la.us/LMIQM.asp
Maine	www.state.me.us/labor/lmis/
Maryland	www.dllr.state.md.us/lmi/index.htm
Massachusetts	www.detma.org/lmi
Michigan	www.michlmi.org
Minnesota	www.mnwfc.org/lmi
Missouri	www.works.state.mo.us/lmi/index.htm
Mississippi	www.mesc.state.ms.us/lmi

Across the USA



Montana	rad.dli.state.mt.us
Nebraska	www.dol.state.ne.us/nelmi.htm
Nevada	detr.state.nv.us/lmi/index.htm
New Hampshire	www.nhes.state.nh.us/elmi/index.html
New Jersey	www.state.nj.us/labor/lra
New Mexico	www3.state.nm.us/dol/dol_lmif.html
New York	www.labor.state.ny.us/labor_market/labor_market_info.html
North Carolina	www.ncesc.com/lmi/default.asp
North Dakota	www.state.nd.us/jsnd
Ohio	lmi.state.oh.us
Oklahoma	www.oesc.state.ok.us/lmi/default.htm
Oregon	www.qualityinfo.org/olmisj/OlmisZine
Pennsylvania	www.dli.state.pa.us/landi/cwp/view.asp
Rhode Island	www.dlt.state.ri.us/lmi
South Carolina	www.sces.org/lmi
South Dakota	www.state.sd.us/dol/lmic
Tennessee	www.state.tn.us/labor-wfd/lmi.htm
Texas	www.twc.state.tx.us/lmi/tracer/tracerhome.html
Utah	http://jobs.utah.gov/wi
Vermont	www.vtlmi.info
Virginia	www.vec.state.va.us/index_labor.cfm
Washington	www.wa.gov/esd/lmea
West Virginia	www.state.wv.us/bep/lmi/default.htm
Wisconsin	www.dwd.state.wi.us/lmi
Wyoming	lmi.state.wy.us



Must Visit Web Sites

This list contains web sites of both public and private agencies that display useful labor market information in easy-to-navigate format.

Company/Agency

Web Site Address:

America's Labor Market Information System	http://almis.dws.state.ut.us/default.htm
Brown University/Alfred Taubman Center	www.brown.edu/Departments/Taubman_Center
Bureau of Economic Analysis	www.bea.doc.gov
Bureau of Labor Statistics	www.bls.gov
Business First	www.businessfirst.org
Career OneStop LMI	www.careeronestop.org/lmi/LMIHome.asp
Employment Laws for Workers & Business	www.dol.gov/elaws
Hoovers On-line	www.hoovers.com
JIST Works	www.jist.com
Leonard Lardaro, Phd.	http://members.cox.net/lardaro
New York CareerZone	www.nycareerzone.org
North American Industry Classification System	www.naics.com
O*Net On-line	http://online.onetcenter.org
Providence Business News	www.pbn.com
Rhode Island Career Resource Network	www.dlt.state.ri.us/crn
Rhode Island Institute for Labor Market Studies	www.rilaborinstitute.org
Rhode Island Labor Market Information	www.dlt.state.ri.us/lmi
Rhode Island Office of Library & Info Services	www.lori.state.ri.us
Rhode Island Dept. of Administration	www.doa.state.ri.us
Rhode Island Economic Development Corp.	www.riedc.com
Rhode Island Network for Education Technology	www.ri.net
Riley Guide	http://www.rileyguide.com
Small Business Administration	www.sba.gov
Small Business Development, Bryant College	www.risbdc.org
Standard Occupational Classification (SOC)	www.bls.gov/soc
United Way of Rhode Island	www.uwri.org
University of Rhode Island	www.uri.edu
U.S. Department of the Census	www.census.gov
U.S. Department of Labor	www.dol.gov
U.S. Government Printing Office	www.access.gpo.gov

Knowing the Terminology

Bureau of Labor Statistics (BLS) - An agency within the United States Department of Labor, this organization is the principal data-gathering agency of the federal government in the field of labor economics. It collects, processes, analyzes and disseminates data relating to employment, unemployment, the labor force, productivity, prices, family expenditures, wages, industrial relations and occupational safety and health.

Business Cycle - A pattern of fluctuation in economic activity, characterized by alternate expansion and contraction. Economists distinguish four phases: (1) expansion, (2) contraction, (3) depression or recession, and (4) recovery.

Census - A count of a specified population and selected characteristics in a given area (housing, industry, etc.) and the statistical information derived from it. The United States Bureau of the Census conducts a nationwide census of population and housing every ten years.

Covered Employment - Those jobs covered by the Unemployment Compensation program. Generally, those not covered include some agricultural workers, certain domestics, certain nonprofit employees and self-employed workers.

Current Employment Statistics (CES) - Monthly sample survey of about 400,000 employers nationwide, which yields estimates of nonagricultural wage and salary employment, hours, and earnings by industry. These statistics are prepared monthly by the Bureau of Labor Statistics (BLS) for the entire nation, and by cooperating state agencies for each of the 50 states, the District of Columbia, and most Metropolitan Statistical Areas (MSA's). The BLS publish this data in "Employment and Earnings."

Current Population Survey (CPS) - Monthly household survey of a sample of the civilian noninstitutional population age 16 and over. Conducted by the Bureau of the Census for the Bureau of Labor Statistics. The survey provides a variety of demographic, economic, and social characteristics.

Cyclical Industry - An industry whose sales and profits reflect the ups and downs of the business cycle. Almost all capital goods industries (steel, machine tools, etc.) are cyclical because any decline in consumer demand may eliminate the demand for the capital goods needed to make the product.

Cyclical Unemployment - Unemployment that is caused by periodic declines in business activity that give rise to an inadequate demand for workers.

Discouraged Worker - Person who would like to work but is not actively seeking employment because of a feeling that there are no jobs available.

Dislocated or Displaced Workers - Workers who are laid off or dismissed due to structural changes in their industry or occupation, such as plant closing or relocation, increased competition, automation or market changes.

Durable Goods - Items with a normal life expectancy of three years or more, such as automobiles and furniture. Durable goods are the most volatile component of consumer expenditures.

Econometric Model - A set of related equations used to analyze economic data through mathematical and statistical techniques. Econometric models are used for forecasting, estimating the likely quantitative impact of alternative assumptions, including those of government policies, and for testing various theories about the way the economy works.

Economic Indicator - A statistical series that has been found to represent fairly accurately the changes in business conditions.

Economically Disadvantaged - A person who meets one or more of the following criteria:

- (1) a member of a family which receives public assistance, or
- (2) a member of a family whose income during the previous six months on an annualized basis was such that (a) the family would have qualified for public assistance, if it applied, or (b) family income is below the poverty level, or (c) family income is less than 70 percent of the lower living standard income level, or
- (3) a foster child on whose behalf state or local government payments are made, or
- (4) an individual with significant barriers to employment because the individual is (a) a client of a sheltered workshop, or (b) a handicapped individual, or (c) a person residing in an institution or facility providing 24-hour support such as a prison, a hospital or community care facility, or (d) a regular outpatient of a mental hospital, rehabilitation facility, or similar institution.

Employed - Those individuals, 16 years of age or older, who worked at least one hour for pay or profit or worked at least 15 unpaid hours in a family business, during the reference week (the week including the 12th of the month). Individuals are also counted as employed if they have a job but did not work because of illness, bad weather, vacation, labor dispute, or other personal reason.

Frictional Unemployment - The temporary joblessness which results from individuals who are between jobs, are engaged in seasonal work, have quit their jobs and are looking for better ones, or are looking for their first jobs. This type of unemployment is usually short term and is caused by the economy's inability to immediately match job seekers with jobs.

Full Employment - A state of the economy in which all persons who want to work can find employment without much difficulty at the prevailing rates of pay. This does not mean the same thing as zero unemployment because seasonal and frictional unemployment will still exist to some extent.

Full-Time Employment - Generally includes persons who worked 35 hours or more during the survey week (week of the month that includes the 12th). Persons who worked between one and 34 hours are designated as working part-time.

High Technology - Indicates the presence of one or more of the following: (1) high use of scientific and technical workers, (2) high expenditure for research and development (R&D) activities, or (3) the industry's product either used advanced technologies for its production or is itself an example of advanced technology.

Index Number - A measure of the relative changes occurring in a series of values compared with a base period. The base period usually equals 100, and any changes from it represent percentages.

Industry-Occupation (I-O) Matrix - A tabulation of employment data cross-classified by industry and occupation, arranged in a grid divided into rows and columns. It provides a model representing the occupational employment staffing pattern of each industry for one point in time.

Initial Claim - Notice filed by a worker at the beginning of a period of unemployment requesting a determination of insured status for jobless benefits.

Labor Force - Includes all persons 16 years of age or older, living within a specified geographic area who are either employed or unemployed. This is a count of persons (not jobs) by location of residence (not location of work).

Labor Market Area (LMA) - A labor market area consists of a central city or cities and the surrounding territory within normal commuting distance. Persons in a labor market area can change jobs without having to change residences. The boundaries depend primarily on economic and geographic factors rather than on political jurisdictions.

Labor Market Information - Data on job seekers, employment, unemployment, changes in industrial structure, technological changes, conditions of employment, wage rates and other related data.

Nonagricultural Wage and Salary Employment - Includes persons on nonagricultural establishment payrolls (including employees on paid sick leave, paid holiday or paid vacation) who work or receive pay for any part of the pay period including the 12th of the month. It does not include proprietors, self-employed, unpaid volunteer or family workers, domestic workers in households, military personnel, and persons who are laid off, on leave without pay or on strike for the entire reference period.

Nondurable Goods - Items that generally last for only a short time (three years or less), such as food, beverages, and apparel. Because of the nature of nondurable goods, they are generally purchased when needed.

Seasonal Adjustments - Statistical modifications made to compensate for predictable fluctuations which recur more or less regularly every year in a time series such as unemployment rates. These fluctuations tend to conceal underlying trends. Seasonally adjusted estimates give a clearer picture of long-term trends by compensating for such influences as summer school closings and holiday hiring.

Seasonal Industry - An industry in which business activity is affected by regularly recurring events such as weather changes, holidays, vacations, etc.

Self-Employed Worker - An individual who works more or less regularly, but usually does so in his/her own home or office, and is not listed on any establishment's payroll.

State Employment Security Agency (SESA) - The agency in each state with responsibility for implementing laws and regulations related to employment.

Structural Unemployment - Long-term joblessness resulting from changes in job skill requirements, job skill obsolescence, and the availability of job skill training programs.

Underemployed - Persons who are employed in positions that do not utilize their skill or educational level or who desire a full-time job but are only working part-time because of economic conditions.

Unemployed - Those individuals, 16 years of age or older, who have no job but are available for work and actively seeking work during the reference week (the week including the 12th of the month). The only exceptions to these criteria are individuals who are waiting to be recalled from a layoff and individuals waiting to report to a new job within 30 days - these, too, are considered unemployed.

Unemployment Insurance - A program that provides benefits to insured and eligible persons who are out of work due to conditions beyond their control. The benefits are financed by an employer payroll tax.

Unemployment Rate - The total number of unemployed as a percent of the total labor force (employed plus unemployed). The seasonally adjusted unemployment rate is calculated in the same manner using seasonally adjusted labor force and unemployment data

Making LMI Work



From Top Left: Donna Murray, Robert Langlais, Kathleen Greenwell, Phillip Gay, Joseph Bianco, John McLaughlin, Kristine Broadmeadow, Linda Prince, Donna Perry, Joyce D'Orsi, Nicole Romeo, Lisa Dutilly, Janet Pratt, George Glover, Thomas Culhane, Glen Hellewell, Nick Ucci, Maria Ferreira, Janice Thuot, Robert Barrett (missing: Raymond Perreault)



Directory of Labor Market Information

2003

Rhode Island Department of Labor and Training
Labor Market Information Unit
1511 Pontiac Avenue, Cranston, Rhode Island 02920
www.dlt.state.ri.us/lmi